

Minutes approved by the Board of Regents at the September 5 & 6, 2024, meeting.

**BOARD OF REGENTS and its
AUDIT, COMPLIANCE AND TITLE IX COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**
University of Nevada, Reno
Joe Crowley Student Union, Milt Glick Ballrooms B & C
87 West Stadium Way, Reno

Thursday, June 6, 2024

Video or Telephone Conference Connection from the Meeting Site to:
System Administration, Las Vegas
4300 South Maryland Parkway, Board Room
and
Great Basin College, Elko
1500 College Parkway, Berg Hall Conference Room

Members Present: Mr. Joseph C. Arrascada, Chair
 Dr. Michelee Cruz-Crawford, Vice Chair
 Mr. Patrick J. Boylan
 Mrs. Susan Brager
 Mrs. Carol Del Carlo

Other Regents Present: Mrs. Amy J. Carvalho, Board Chair

Others Present: Mr. Christopher G. Nielsen, Special Counsel to the Board of Regents
 Ms. Keri D. Nikolajewski, Chief of Staff to the Board of Regents
 Ms. Lauren Tripp, Interim Chief Internal Auditor
 Mr. Chris Viton, Vice Chancellor, Budget and Finance and Chief Financial Officer
 Mr. Michael B. Wixom, Special Counsel to the Board of Regents
 Dr. Federico Zaragoza, President, CSN
 Dr. DeRionne Pollard, President, NSU
 Mr. Brian Sandoval, President, UNR

Land Acknowledgment

Before beginning, we take a moment to recognize that here in Nevada we stand on the land of the Wa She Shu – Washoe; Numu – Northern Paiute; Nuwe – Western Shoshone; and Nuwu – Southern Paiute. We take a moment to recognize and honor their stewardship that continues into today. With this recognition, we state an intention to rightfully include their voice and respect them as the 27 sovereign tribal nations of Nevada.

Chair Arrascada called the meeting to order at 8:02 a.m. with all members present.

1. Information Only – Public Comment

Kent Ervin provided in-person public comment stating that Regents should require uniform reporting from each of the eight institutions so that the Board can monitor the operation of the Title IX and Equal Opportunity offices, uncover systematic problems, such as the huge backlog of cases in recent years at UNR, and take corrective action.

2. Approved – Minutes – The Committee recommended approval of the February 16, 2024, and February 29, 2024, meeting minutes. *(Refs. A-2a and A-2b on file in the Board Office.)*

Regent Del Carlo moved approval of the February 16, 2024, and February 29, 2024, meeting minutes. Regent Boylan seconded. Motion carried by unanimous vote.

3. Information Only – Chair’s Report – Chair Joseph C. Arrascada stated that the Committee has a hefty agenda and that it is imperative to focus on it.

(Audit Summary on file in the Board Office.)

4. Approved – Hosting, NSU – The Committee recommended approval of the report and institutional responses to the NSU Hosting audit for the period of July 1, 2022, through September 30, 2023. *(Ref. A-4 on file in the Board Office.)*

Interim Chief Internal Auditor Lauren Tripp presented the report and institutional responses to the NSU Hosting audit for the period of July 1, 2022, through September 30, 2023, highlighting the following:

- Opportunities were identified to improve documentation surrounding host expenditures and purchasing compliance, including table purchases.
- The host policy was revised in April 2024, and she was hopeful the revisions to the host policy would help with audit consistency for host expenditures.

In response to a question from Regent Arrascada related to ledger accounts, Interim Chief Internal Auditor Tripp noted that charges were not being made to the specific host ledger account. Regent Arrascada asked if there were frustrations with Workday, with Interim Chief Internal Auditor Tripp responding no, that it is more of a matter of figuring out which report will generate the best information.

Regent Boylan asked for a brief description of Regent host accounts. Special Counsel to the Board Michael B. Wixom responded that Regent host accounts had not been agendaized for discussion.

4. Approved – Hosting, NSU – (Continued)

Regent Boylan asked for a description of NSU gift accounts. NSU President DeRionne Pollard noted that NSU would provide the Committee with additional details related to the transactions.

Chair Arrascada stated he wanted staff and the presidents to provide accurate information to provide as much transparency as possible.

Regent Del Carlo moved approval of the report and institutional responses to the NSU Hosting audit for the period of July 1, 2022, through September 30, 2023. Regent Brager seconded. Motion carried by unanimous vote.

5. Approved – CSN Facilities Management – The Committee recommended approval of the report and institutional responses to the CSN Facilities Management audit for the period of July 1, 2022, through June 30, 2023. *(Ref. A-5 on file in the Board Office.)*

Interim Chief Internal Auditor Lauren Tripp presented the report and institutional responses to the CSN Facilities Management audit for the period of July 1, 2022, through June 30, 2023, highlighting the following:

- Improving controls over change orders and markup fees.
- Strengthening tracking of equipment and PPE purchases.
- Improving the work order review process.
- Enhancing policies and procedures surrounding authorization and tracking of overtime and state vehicle use.

Regent Brager moved approval of the report and institutional responses to the CSN Facilities Management audit for the period of July 1, 2022, through June 30, 2023. Regent Del Carlo seconded. Motion carried by unanimous vote.

6. Information Only –University of Nevada, Reno Office of Equal Opportunity and Title IX – UNR President Brian Sandoval introduced the item, and University of Nevada, Reno, Equal Opportunity and Title IX Director, Zeva Edmondson, presented an institutional update from the University of Nevada, Reno Office of Equal Opportunity and Title IX including outstanding cases, staffing, processes, and information from individuals who utilize the resources. *(Ref. A-6 on file in the Board Office.)*

Regent Del Carlo told Director Edmondson that she had accomplished a lot. There was a true need. Regent Del Carlo thanked her for listening to the students and for training someone for the Lake Tahoe campus.

6. Information Only –University of Nevada, Reno Office of Equal Opportunity and Title IX – (Continued)

Vice Chair Cruz-Crawford stated there are many Title IX concerns, and she appreciated UNR seeing a need and addressing that need. She looked forward to continued and proactive outreach.

Chair Arrascada asked how many open cases there were when she arrived on the job. Director Edmondson responded that there were approximately 139. Director Edmondson stated that they added additional staff, and some of the cases were open and concluded but not closed properly.

Board Chair Carvalho believed that student and employee safety and a sense of belonging are important on all campuses.

In response to a question from Board Chair Carvalho about cases that did not fit within the Office's parameters, Director Edmondson stated she has a collaborative follow-up process for cases sent to other areas for disposition.

Chair Arrascada asked why ADA cases are sent to Human Resources, with Director Edmondson responding that ADA accommodations fall under Human Resources while any discriminatory actions fall under her office.

7. Information Only – Internal Audit, Compliance and Title IX Updates, NSHE – Interim Chief Internal Auditor Lauren Tripp thanked Director Edmondson for providing Title IX updates, gave a brief update on the progress of the incident management system, and provided an update on the external auditors.

8. Approved – Handbook Revision, Internal Audit Department Charter – The Committee recommended approval of the proposed revisions to the NSHE Internal Audit Department Charter (Title 4, Chapter 9.A) to conform with the new requirements of the Institute of Internal Auditors' Global Internal Audit Standards, which was released on January 9, 2024. (Refs. A-8a and A-8b on file in the Board Office.)

Interim Chief Internal Auditor Lauren Tripp presented proposed revisions to the NSHE Internal Audit Department Charter (Title 4, Chapter 9.A) to conform with the new requirements of the Institute of Internal Auditors' Global Internal Audit Standards, which was released on January 9, 2024. The Institute of Internal Auditors' Global Internal Audit Standards guide the worldwide professional practice of internal auditing and serves as a basis for evaluating and elevating the quality of the internal audit function.

Chair Arrascada stated this was extremely helpful, and Interim Chief Internal Auditor Tripp was very succinct in describing the vast majority.

8. Approved – Handbook Revision, Internal Audit Department Charter – (Continued)

In response to a question from Regent Del Carlo asking when the Institute of Internal Auditors' Global Internal Audit Standards made its last change, Interim Chief Internal Auditor Tripp responded in 2017. Regent Del Carlo stated administratively, the Chief Internal Auditor position should report to a full-time employee.

Vice Chair Cruz-Crawford thanked Interim Chief Internal Auditor Tripp for reviewing the changes with her in detail. They had a friendly conversation, and she appreciated the job that Interim Chief Internal Auditor Tripp is doing.

Regent Del Carlo added that she liked how proactive Interim Chief Internal Auditor Tripp was. The standards came out in January and NSHE has until January 2025 to put them in place. Regent Del Carlo stated that Interim Chief Internal Auditor Tripp has provided great leadership, and she supports her. Regent Del Carlo did not understand why NSHE would deviate from the standards.

Chair Arrascada understood that Interim Chief Internal Auditor Tripp worked diligently on the charter. He was concerned that the Internal Audit Manager position in the Reno office remains open and that there should be a collaborative effort of the entire office. Regent Arrascada suggested that since the standards did not have to be in place until January 2025, the Committee hold the changes until the new Chief Internal Auditor is on board and could be part of the process.

Regent Brager stated she was comfortable with the agenda item as written and was ready to take a vote. She did not want the Committee to let this pass by and then later in the year feel pressured.

Special Counsel Christopher G. Nielsen clarified that the agenda item is open, and that any member of the Committee can take action.

Board Chair Carvalho noted that Interim Chief Internal Auditor Tripp reached out to her for her comments and feedback. She is in support of moving forward with this agenda item today. She felt it was important that the charter changes be made prior to commencing the search for Chief Internal Auditor so applicants know the reporting line. She added that as Chair and not being involved in the daily operations of the System office, she did find it difficult at times to respond as quickly to the Chief Internal Auditor and that she believed having an administrative reporting line to an actual System employee would be appropriate and one that follows the national standards.

Regent Boylan agreed with Chair Arrascada that he would like to see more time for collaboration and feedback.

8. Approved – Handbook Revision, Internal Audit Department Charter – (Continued)

Regent Brager moved approval of the proposed revisions to the NSHE Internal Audit Department Charter (*Title 4, Chapter 9.A*) to conform with the new requirements of the Institute of Internal Auditors' Global Internal Audit Standards, which was released on January 9, 2024. Regent Del Carlo seconded. Motion carried. Vice Chair Cruz-Crawford, and Regents Del Carlo and Brager voted yes. Chair Arrascada and Regent Boylan voted no.

9. Information Only – New Business

Chair Arrascada requested annual reports from the Title IX offices and that the vacant Title IX position at NSHE be filled.

10. Information Only – Public Comment – None.

The meeting adjourned at 9:06 a.m.

Prepared by:

Angela R. Palmer
Special Assistant and Coordinator
to the Board of Regents

Submitted for approval by:

Keri D. Nikolajewski
Chief of Staff to the Board of Regents